

## **Patients Rights Meeting Minutes January 14, 2003**

### **Attendees:**

#### **Department of Mental Health Headquarters**

Iris Frazier  
Cindy Radavsky  
Michelle Mudgett  
Melody Martinez  
Steve Appel

#### **Napa State Hospital**

Mike Stolp  
Pete Robles

#### **Metropolitan State Hospital**

Helen Yew  
David Dobbins

#### **Atascadero State Hospital**

Carol Constein  
Tim Miller  
Ross Wollschlager

#### **Patton State Hospital**

Harry Oreol  
Mark Ensley

1. Rulemaking Packets were delivered to Department of Mental Health Headquarters mailroom January 10, 2003. Packets were mailed to all original recipients, all individuals that submitted comments with a name and address and all individuals that provided public testimony. Individual patient representatives will also receive a copy. Executive Directors and staff representatives were sent an electronic version on the morning of January 14, 2003. This was sent to facilitate distribution. Copies need to be available for patients' by the morning of January 16, 2003.

**Action:** Each hospital to ensure copies are available by January 16, 2003 and a copy placed in the hospital copy of the Rulemaking File.

2. The public comment period is January 16<sup>th</sup> – January 31<sup>st</sup>. All written comments must be received in the Regulations Office by 5:00pm on January 31<sup>st</sup>. Comments can be mailed, faxed or sent electronically.

**Action:** Cover letter with information will be distributed to patients as well as Patients Representatives will share this information.

3. Comments are only to be made on changes in the text. Department of Mental Health is not obligated to respond to comments on the original text.

**Action:** Cover letter with this information will be distributed to patients as well. Patient Representatives will share this information.

4. Once the public comment period is closed, the Department of Mental Health workgroup will again review all comments and determine what, if any, changes need to be made on the text. If the Department of Mental Health makes changes, the text will go out again for a 15-day comment period. If no changes are made, the packet will be submitted to the Office of Administrative Law who has 30 days to review and comment and then to the Secretary of State for approximately 30 days.

**Action:** The next steps will be determined by the Department of Mental Health workgroup and communicated to this implementation planning group.

5. Artwork is still needed for the new Patients Rights posters and handbooks. Artwork should be electronically submitted to Melody Martinez.

**Action:** Patient Representatives will share this information. Cindy Radavsky will announce the information to the Executive Directors.